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To: Honorable Mayor and City Council  
From: Brian W. Silcott, City Administrator  
Cc: Department Directors & Staff  
Re: City Administrator Report for the April 17<sup>th</sup> Regular City Council Meeting  
Date: April 17, 2017

Below is a brief update on projects and future agenda items for the City.

STAR Bond Project: There is nothing new to report, we anticipate construction commencing later this month but hopefully early May at the latest. I will pass along a more definitive construction schedule once a firm date is known.

US-54/400/Kellogg Traffic Impact Study: Staff will present this item for discussion at the May 1<sup>st</sup> City Council meeting. Staff will seek direction on the Council's desire to pursue additional funding to the maximum allowed, which is \$2,000,000. The City's initial project estimate submitted to KDOT is for an at grade signalization. KDOT desires a desire feature known as an RCUT, which is estimated to cost \$2.5 - \$2.6 million. The Kellogg & Barber intersection would serve as direct access from Kellogg into the STAR Bond project site. The State's award is to fund 100% of the project cost up to the \$1.5 million. It is unknown if the same percentage will remain the same with an increased application. If so, the City would then be responsible for the engineering cost and the excess construction amount above the \$2 million. The City is not obligated to participate.

Citywide Clean-Up: The annual city wide clean-up and area wide Neighbors United clean-up is scheduled for Saturday, April 22<sup>nd</sup>. The same procedure as last year will occur again with this spring clean-up. City staff will be providing support and dumpsters at the City yard. Staff will be onsite beginning at 6am to place plant material and items for volunteers. The City is receiving 4 20 yard dumpsters and 3 40 yard dumpsters for the event. The waste site operation at the City yard will run from 8am until noon. However, at the request of Neighbors United City staff will remain on site until 1pm to assist volunteer stragglers.

Goddard Gathering: April is "jazz appreciation" month. Following up on last year's successful Goddard Gathering of Jazz in the Park; the Goddard & Eisenhower High School Jazz Bands, will kick start this year's Neighbors United clean-up. Please reserve Friday, April 21<sup>st</sup> from 6 pm to 8pm for an evening of jazz in the Park. EHS will kick us off performing from 6:00 to 6:55 and GHS will round the evening out with a performance from 7:05 to 8:00.

Public Works Truck: Staff will present a request to solicit bids for the budgeted purchase of the 2017 public works 1-ton heavy duty work truck at the May 1<sup>st</sup> regular meeting. The 2017 equipment reserve fund budget contains this item.

False Alarm & Address Ordinances: These ordinances will be presented at the May 15<sup>th</sup> regular meeting for review and comment giving residential and commercial alarm customers a simplified three strikes per year before fines are assessed. Additionally, staff will present a draft ordinance for discussion on requiring homes and businesses to have address numbering clearly visible from the street.

Elk Ridge Assessment Bond Sale Resolution: Staff will present resolution at the May 1<sup>st</sup> regular meeting authoring the sale of bonds on June 5<sup>th</sup>.

2016 Audit: The auditor Randy Ford will present the 2016 audit to the Governing Body at the May 15<sup>th</sup> regular meeting.

Planning Commission Meeting: As reported on the March 27<sup>th</sup> and April 3<sup>rd</sup> reports, the Planning commission conducted a public hearing on an annexation & zoning change request for a parcel of ground generally located at the northwest corner of 23<sup>rd</sup> & Walnut for duplexes. The item has been tabled so the planning commission can assess other similar developments by the applicants. Staff anticipates a discussion occurring at the next regular meeting on May 8<sup>th</sup>, however a special meeting occurring later this week or sometime next week is possible. A meeting notification will be sent by letter and by the Goddard Pulse to those in the City in advance of any special meeting.

New GPD Officer: Officer Kelsey McCann started service today. Officer McCann is a lifelong Wichita resident, holding a Master's Degree in Criminal Justice from Wichita State. She spent 3 months as a volunteer in Tanzania East Africa. I will share her recruit class date as soon as it is known.

2017 Budget Award: I am pleased to report that the City has received its third consecutive Distinguished Budget Award from the Government Finance Officers Association (GFOA). Goddard is the smallest population community of the 24 entities in Kansas to receive this award. This accomplishment is due to the diligent work of City Treasurer Matt Lawn. Thank you Matt!

Certified Public Finance Officer (CPFO) Designation: The Festival de Matt continues! I am proud to report that Matt has received formal acknowledgment (we previously reported his accomplishment) from GFOA that he has successfully completed the CPFO certification. To earn the CPFO designation, candidates must demonstrate their knowledge of public finance by passing five examinations representing the following core functions:

- Governmental Accounting, Auditing, and Financial Reporting
- Cash Management and Investments
- Debt Management
- Operating and Capital Budgeting
- Pension and Benefits, Risk Management, and Procurement

There are currently only 501 active CPFOs working in the United States and only 12 in the State of Kansas. Goddard is by far the smallest city in Kansas to have a CPFO serving its community.

Workers Comp Audit: City Clerk Teri Laymon is working to complete the annual audit. We do not anticipate any significant issues.

First Impressions Presentation: Staff is working to complete tours and reports for the Louisburg trip for the City's participation in the program. The City will receive its report from Kansas State Extension Service from the Louisburg participants at the May 15<sup>th</sup> regular meeting.

Elk Ridge Assessment Bonds: At the May 1<sup>st</sup> regular meeting, Staff will present a bond sale resolution scheduling a bond sale date for June 5<sup>th</sup>. At the June 5<sup>th</sup> meeting the City Council action will be to accept the best (low) bid and adopt a bond resolution and ordinance to effectuate the bond sale.

Respectfully Submitted,

*Brian*

Brian W. Silcott,  
City Administrator

#### **UPCOMING MEETINGS & EVENTS:**

- April 20<sup>th</sup> (Thurs.) Park Board Meeting 6pm – City Council Chambers
- April 25<sup>th</sup> (Tues.) Municipal Court 7pm – City Council Chambers
- May 1<sup>st</sup> (Mon.) Regular City Council Meeting 7pm – City Council Chambers
- May 8<sup>th</sup> (Mon.) Planning Commission Meeting 7pm – City Council Chambers
- May 9<sup>th</sup> (Tues.) Municipal Court Arraignment Docket 7pm – City Council Chambers
- May 15<sup>th</sup> (Mon.) Regular City Council Meeting 7pm – City Council Chambers